



CANTERBURY CHRIST CHURCH UNIVERSITY

ACCESS AGREEMENT

2013/14 Entrants (Full and Part-time Entrants)

2012/13 (Part-time Entrants only)

1. INTRODUCTION

1.1 This Access Agreement (hereafter referred to as 'The Agreement') is submitted by Canterbury Christ Church University (CCCU) for approval by the Office for Fair Access (OFFA). This Agreement is written and submitted in accordance with the Guidance (April 2012/13).

1.2 An approved Agreement is required as:

- (i) CCCU is a publicly funded institution providing full-time and part-time undergraduate programmes which are subject to regulated fees;
- (ii) CCCU is directly funded by the Higher Education Funding Council for England (HEFCE) and the Teaching Agency;
- (iii) CCCU is intending to charge fees above the basic fee of £6,000 full-time equivalent to Home and European students for some of its regulated programmes for new entrants from September 2013.

1.3 The Agreement seeks to ensure that in a context of increased tuition fees, CCCU maintains and, where possible improves, its strong track record in assisting and supporting suitably qualified, under-represented or disadvantaged students to access and to succeed in Higher Education (HE).

1.4 The Agreement applies to partner colleges and institutions in receipt of public funding via CCCU. These partner colleges include YMCA George Williams College, several Further Education Colleges and some private providers. Fee levels and access measures will be agreed in consultation with partners. Where a fee above the basic fee of £6,000 full-time equivalent is to be charged, the Access measures

identified in this Agreement will apply pro-rata, relative to the level of fee. It is the responsibility of CCCU to monitor these arrangements.

2. FEE LIMITS AND FEE INCOME

2.1 The fee limit for new entrants 2013/14

CCCU wishes to set a fee limit of £8,500 for regulated, full-time under-graduate programmes. Part-time fees will be set up to a maximum of £6,750 per academic year.

2.2 The average fee levels and estimated number of entrants in 2013/14

The following courses are a list of those paying full time fees above £6,000 and part time fees above £4,500 and are, therefore, entitled to financial support:

Course Type	Partner	Description	Mode of Study	Course Fee Per Year(£)
First_degree		BA Primary Ed	Full Time	8 500
First_degree	University Of Kent		Full Time	8 500
First_degree	YMCA		Full Time	7 500
Foundation_degree	YMCA		Full Time	7 500
CertHE_DipHE			Full Time	8 500
First_degree		Excluding BA Primary Ed	Full Time	8 500
Postgraduate_ITT			Full Time	8 500
Foundation Degree			Full Time	8500
First_degree		BA (Hons) Primary Education (7-11)	Part Time	5 670

In 2013/14, based on our current student number control and including Initial Teacher Training students funded by the Teaching Agency we estimate 4,381 full time new entrants (including ITT) in 2013/14. We estimate that 3,884 new entrants in 2013/14 could pay fees above £6,000 and up to £8,500, giving an estimated fee income above £6,000 of £9,655,000.

Part-time fees will be at differing levels up to £6,750. Fees are regulated when more than £4,500 is charged, and in 2013/14, it is expected the total head count of students enrolled will be 36 in this category, thus returning an additional fee income of £42,120.

The estimated additional fee income reduces to £7,299,710 with the proposed fee waivers of £2,000 each for 308 (match funded to 616, but government spend is not included in this figure) National Scholarship students and bursary expenditure for those paying higher fees.

We expect approximately 711 students from low income backgrounds (under £25k) not qualifying for a National Scholarship under CCCU criteria to be eligible for support in 2013/14. Our average fee reduces to £7,995 when adjusted for fee waivers.

2.3 Estimated numbers of entrants on fees at £6000 (full-time) or £4500 (part-time) or below

We estimate that 497 new entrants studying full time, including many of those in partner institutions and on Foundation Years, will pay £6,000 or below.

For part-time students, we estimate new entrants in 2012/13 will total around 2,000 students but of these only 18 will be paying a fee higher than £4,500, hence creating £21,060 of additional income.

2.4 The new tuition fee rates will not apply to continuing students who commenced study before 1 September 2012. Neither will they apply to students progressing to 'end-on' programmes such as Foundation Degrees to honours degrees at CCCU or elsewhere.

2.5 It is expected that there will be 84 new entrants on full-time sandwich placements or 'year abroad' experiences during 2013/14. These students will be charged at 50% of the full fee for their sandwich year or year abroad.

2.6 From 2014/15, fees for Erasmus whole year abroad will be in line with HEFCE guidance with the maximum fee cap (at 2013–14 prices), being £1,350.

2.7 CCCU is not planning any real term rises in fees for 2013/14. The fee levels for those entering in 2013/14 will apply to students for the duration of their studies, adjusted annually each year in line with Government regulations.

3. EXPENDITURE ON ADDITIONAL ACCESS AND RETENTION MEASURES

3.1 Estimated expenditure on additional access and retention measures

An estimated 22% of additional fee income from new entrants in 2013/14 will be spent on Access and Retention measures – an estimated £2,106,996

Given our consistently high proportion of under-represented students and our strong student retention record, our proposed percentage spend may exceed that expected by OFFA. However, we believe this higher than average spend appropriately reflects our values as an institution with a Church of England Foundation where we seek to maximise, within the limits of funding available, the support we provide to disadvantaged communities and to our students.

3.2 Assessment of CCCU access and retention record

Various data sets including HESA Performance Indicators and HEFCE Widening Participation (WP) Premium allocations, consistently show CCCU to have a strong record with regard to Widening Access and Retention.

(i) Assessment of Access and Retention Performance in Absolute Terms

Access Measure	Assessment 2010/11
Students from low income backgrounds	Access Agreement monitoring data (2010–11) show that of our 6417 students paying a higher fee in 2010–11, 4166 (65%) were from income backgrounds of less than £50,020. Of these, 39.1% were from income backgrounds of less than £25,000 and in receipt of a Government full maintenance grant.
Recruitment of students from Low Participating Neighbourhoods	Based on HESA PI data, across the various categories of students (young and mature), CCCU recruits over 15% of full-time undergraduates from LPNs. Using CCCU Planning Office analysis of the entire HESA 2010–11 population of full-time and part-time enrolments (16,280 which excludes unknown records), 36.2% of all CCCU students are

	from POLAR2 quintiles 1 and 2.
Recruitment of lower socio-economic groups (NS SEC 4-7)	Based on HESA PI data, CCCU recruits over 35% of students from NS SEC 4-7 Based on CCCU Planning Office analysis of the HESA 2010-11 population of 7172 records (which excludes unknown and not classified records), 37.2% of CCCU enrolments are from NS SEC 4-7.
Recruitment of mature students	HESA data for 2010-11, show 70.6% of all CCCU students to be aged over 21 with 52% aged 25 and over and 41% aged 30 and over.
Recruitment of part-time students	HESA data 2010-11 indicate 40.1% of CCCU students are part-time
Recruitment of disabled students	CCCU Planning Office analysis of the entire HESA population for 2010-11 (18,182 records), indicates that the proportion of students with disabilities is 10.2%. This proportion has increased from 7% in 2007/08.
Recruitment of ethnic minority students	CCCU Planning Office analysis of the entire HESA population for 2010-11, show the recruitment of students from ethnic minority backgrounds to have increased from 12% in 2007/08, to 14% in 2010/11 (remaining the same as 2009/10)
Recruitment of male students	30.5% of CCCU's total student population (total 18,182) are male. This is an increase of 1% from last year. This largely reflects the subject mix of the University (almost two thirds Education (including Teacher Education and Health and Social Care). It remains an aspiration to increase the progression of young males to professions within these fields.
Care Leavers	CCCU has been awarded the Frank Buttle Quality Mark for its work with those in Local Authority Care and with Care Leavers. A focus on these students continues to be important within our

	new Access Agreement.
Retention Measure	Assessment
Retention measure in relation to annual student withdrawals across the entire student population	CCCU analysis of the total student population based on the HESA returns 2006/07 to 2010/11 shows an improving position. During this period, annual student withdrawal rates have decreased from 5.75% (2006/07) to 4.8% in 2010/11. This indicates strong performance that we will seek to maintain.
Non continuation following the first year of entry	HESA Performance Indicator data for 2010/11 indicate non-continuation rates of 6.7% down from 7.9% in 2009-10 for all young and mature full-time first degree entrants. This non-continuation rate is 4.8%, down from 7.5% in 2009-10 for young, full-time first degree entrants from low participating neighbourhoods. The non-continuation rate of all part-time entrants after two years, is 13.7%

(ii) **Access and retention performance in relative terms (based on HESA Performance Indicator benchmarks 2010/11)**

In assessing the relative performance of CCCU with regard to Access and Retention the best source of externally validated measures are the HESA Performance Indicators. The measures derived from the 2010/11 HESA return have recently been sent to institutions for checking and are used as the basis for the assessment below (Table 1)

Table 1: HESA Performance Indicators (2010/11)

	*clustered under targets in section 5	2010/2011			
Table	Access Performance Measure	CCCU	National b'mark	Location adjusted b'mark (LAB)	Assessment
T1a	From State Schools	97.4	94.6	92.9	Excellent
Young F/T first degree entrants	NS SEC 4-7 (* target 1)	33.8	36.4	32.6	Below national b'mark but well above LAB
	Low participating neighbourhood (LPN) (* target 2)	13.5	13	10.6	Excellent
T1b	From state schools	97.3	94.8	93.2	Excellent

Young F/T u/g	NS SEC 4–7 (* target 1)	33.4	36.8	32.8	Below national b' mark but above LAB
	LPN (* target 2)	13.9	13.3	10.7	Excellent
T1c	From state school	95.5	97.9	96.7	Marginally below b' marks
Young F/T other u/g	NS SEC 4–7 (* target 1)	26.7	43.2	37.9	Below b' marks including LAB. Relates to very small cohort size on FD/DipHE subject to a change in funding. Cannot draw trend patterns from this dip.
	LPN (* target 2)	20.2	17.6	14.2	Excellent
T2a	First degree entrants with no previous HE and from LPN	15.6	12.7	11.7	Excellent
Mature u/g	All undergraduates with no previous HE and from LPN	15.1	13.3	11.9	Excellent

	(* target 2)				
T2b	Young, p/t first degree entrants with no previous HE and from LPN (* target 2)	11.3	12.4	14.5	Below b'marks including LAB and identifies a target area.
Part Time	Mature p/t first degree entrants with no previous HE and from LPN (* target 2)	6.4	7.2	6	Below national b'mark but above LAB
	All p/t first degree entrants with no previous HE and from LPN (* target 2)	6.5	7.4	6.2	Below national b'mark but above LAB
T2c	No previous HE and from LPN (* target 2)	13.7	14.7	11.9	Below national b'mark but well above LAB
Mature f/t other u/g					
T7	F/T First degree	5.9	5.8		Excellent
Disabled students in	All F/T undergraduate	6	5.7		Excellent

receipt of DSA (* target 4)	All P/T undergraduates	2.4	3.1		Below b'marks including LAB and identifies a target area. Small cohort size
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Table	Retention Performance Measure (Target 5)	CCCU (08/09)	National b'mark (08/09)	Assessment
T3a	Young entrants	6.2	9.5	Excellent
Non – continuation following the first year, f/t first degree	Mature entrants	8.2	13	Excellent
	All entrants	6.7	10.4	Excellent
T3b	Young entrants from LPN	4.8	11.3	Excellent
Non – continuation following the first year, young f/t first degree	Young entrants from other neighbourhoods	6.3	9	Excellent
T3c	Mature students with previous HE qualifications	5.1	11.8	Excellent
Non– continuation following the first year, mature, f/t	Mature students with no previous HE	9.4	13.4	Excellent

first degree				
T3d	Young entrants	12.1	16.9	Excellent
Non-continuation following the first year, f/t first degree	Mature entrants	11.9	12.1	Excellent
	All entrants	11.9	13.6	Excellent
T3e	Part-time entrants aged 30 and under	13.6	34.2	Excellent
Non-continuation p/t, 2 years after year of entry	Part-time entrants aged over 30	13.7	29.6	Excellent
	All part-time entrants	13.7	30.9	Excellent
T5	Projected to gain a degree	80.9	74.8	Excellent
Projected completion for f/t first degree	Neither award nor transfer	11.1	16	Excellent
	Projected to gain other award	4	4.2	Does not highlight an issue
	Projected to transfer	3.9	5.1	Does not highlight an issue

The above analysis suggests the relative performance of CCCU in relation to access and retention to be better than benchmark (or location adjusted benchmark) on all measures except four. With respect to these measures, there is scope for improvement in relation to the widening access of young, full-time other, and part time first degree, undergraduate students from lower socio-economic groups (NS SEC 4–7) and LPNs respectively. However, a key target for CCCU will be to maintain this level of performance in relation to access and retention in a climate where higher fees are charged. The Agreement therefore includes a strong focus on maintaining both access and retention performance.

Another measure of CCCU's relative success with regard to WP is the proportion of CCCU's WP premium relative to the overall HEFCE teaching grant. On this measure, in respect of funding for 2012/13, CCCU is proportionately better off than most institutions with regard to WP student success funding as a percentage of its recurrent grant. The performance of CCCU is one of the highest in the sector (9th out of all of all universities receiving WP premium funding).

In making these WP calculations, HEFCE uses Polar2 Quintile 1 and 2 for young full-time students and Quintile 1 and 2 from the 'qualified adults classification' for mature and part-time students.

3.3 Balancing expenditure between Widening Participation, Fair Access and Retention

(i) CCCU intends to spend most of its expenditure on additional access and retention measures on working towards institutional targets. However, we are keen to build on the success of a collaborative model which has developed from the legacy of the Aimhigher Kent and Medway Project to promote widening participation and fair access more generally and therefore intend to continue to commit £50,000 of our expenditure to collaborative outreach activity (as accounted for in the previous Access Agreement). This collaboration is a partnership operating as the Kent and Medway Progression Federation (KMPF) and is comprised of 4 universities (CCCU, Kent, Greenwich and the University of the Creative Arts), 2 local authorities (Kent and Medway) and 40 schools from low participation neighbourhoods. Impact data from this project has shown that young people selected for support are likely to be more successful at every stage than their peers in progressing to and achieving in higher education.

(ii) Since the Assessment of CCCU performance in relation to Access and Retention suggests a generally strong profile for both measures, we seek approval for Access expenditure to be used for all strands of activity: outreach, fair access and student retention.

3.4 The balance between non-financial measures and financial support

Based on evidence of our strong performance in relation to Access and Retention, we propose to use a mixture of financial measures (fee waivers, student bursary and scholarships) and non-financial measures (e.g. outreach activities with target schools and colleges and student retention activities sometimes linked to improving employability and access to the professions) within the proposed expenditure covered by this Agreement.

Of the 22% of additional fee income which is to be spent on access measures, 18.4% is to be spent on financial support through scholarships, fee waivers and bursaries. These amount to a proposed spend in 2013/14 of £1,781,410. A further 1.8% (£174,548) will be targeted at outreach activity and 1.5% (£14,457) on retention support. This includes the administration of the schemes (including administration carried out on our behalf by the Student Loans Company [SLC] under the Higher Education Bursary and Scholarship Scheme).

4. ADDITIONAL ACCESS MEASURES

4.1 Broad overview of investment in outreach and student retention*

*The table below indicates new spend that is specifically targeted at new entrants in 2013/14 (2012/13 for part-time). These measures are to run in addition to and complement those already accounted for in the previous Access Agreement.

Investment in outreach			
Example Activities	Proposed investment	Evidence base	Comparison with arrangements prior to 2013/14
<p>CCCU Outreach and Partnerships Team (developing targeted activity with schools and colleges and working with the KMPF to improve research, monitoring and evaluation).</p> <p>This will also include more fine-tuned targeting of resource to support sustainable progression related partnerships including with faith based schools and academies.</p>	£90,000 New Spend	See 3.2 above re assessment of success of existing measures	<p>Current (12/13) expenditure of approx. £200,000 (pay and non-pay) to be increased by £90,000 to facilitate activity with target schools and colleges (i.e. those in areas of low HE participation) and work in relation to Care Leavers.</p> <p>Specific work (also linked to WPSA objectives) to include:</p> <ul style="list-style-type: none"> - Maintain Frank Buttle Trust Quality Mark (including £2k per annum subscription) - Summer schools (residential and non-residential) - Mentoring /

			<p>ambassador schemes</p> <ul style="list-style-type: none"> - School / visit days and master classes - School and college enrichment programmes - Academy sponsorship: raising attainment in national challenge schools) - Progression Agreements with schools and colleges and apprenticeship schemes - Development of scheme to take account of contextual data in admissions
Supporting prospective students to access, understand and interpret the key information set. Linked to the university's strategic plan and change board #	£20,000 (New spend)	This is to facilitate access in the light of the new key information sets and fees / funding arrangements and in the light of target schools and colleges seeking clarification for their careers and guidance staff.	New activity
Curriculum development work in collaboration with partners to develop	£40,000 (New Spend)		New activity

programmes at foundation degree or diploma level to provide access for full-time students from NS SEC 4-7 #			
Progression mapping to support the achievement of the university's stated target for 15% of numbers to come via collaborative provision with local FE partners.#	£25,000 (New Spend)	Lack of clarification and information to support progression decisions from FE to HE	New funding required
Total investment in outreach measures	£175,000		

Investment in retention (specific measures)			
Student Retention (Peer mentoring scheme for under-represented groups)	£60,000	Improved student retention of under-represented groups from evaluation of existing PAL Scheme	Current (12/13) expenditure of approx. £40,000 (pay and non-pay) to be increased by £60,000 to facilitate additional activity.
Enhanced student induction / orientation including new 'Flying Start' classes for target students	£20,000	National evidence of impact from "What works – retention and success" project	Current (12/13) expenditure of approx. £20,000 (pay and non-pay) to be increased by another £20,000 to facilitate additional activity
Development of institutional personal tutoring programme with specific attention to students from disadvantaged groups #	£65,000	National Audit Office report on student retention highlights effectiveness of Personal Tutoring in improving student retention	Current (12/13) expenditure of approx. £25,000 (pay and non-pay) to be increased by another £65,000 to facilitate additional activity
Total Investment in Retention Measures	£145,400		
TOTAL (Access and Retention): £320,000			

(# see section 5 below for explanation)

4.2 Financial Support for Students

(i) Planned Investment as a contribution to the National Scholarship Programme

CCCU has been allocated 308 places on the National Scholarship Programme based on the formula relating to full-time HEFCE and Teaching Agency funded numbers.

Each Scholarship will be worth £3000. CCCU plans to match this level of investment of £924,000 in the National Scholarship Scheme in order to provide funding for a total of 616 students eligible to participate in the Scheme. This equates to the offer of National Scholarships to about 20% of CCCU students from income backgrounds of £25,000 or less. This will require engaging in the NSP in a carefully targeted way. The targeting criteria will include:

- (a) Those who are within/or projected by their institutions if currently studying to be within the top 25% of attainment in our target schools and colleges (young and mature students)
- (b) People who are either currently subject to a care order or have previously been registered in the care of a local authority (where fees are not already paid by the Local Authority)
- (c) Part time students (pro rata) who are paying more than £4,500 per year and studying more than 25% of a full time equivalent course provided they meet the criteria in either a or b above.

For those students offered a National Scholarship, it is intended that they should:

- (a) Have a fee waiver of £2,000
- (b) Receive a £1,000 cash payment to assist with the costs of studying

(iii) Plans for expenditure on fee waivers, bursaries and scholarships

*The table below indicates new financial support that is specifically targeted at new entrants in 2013/14 (2012/13 for part-time). These measures are to run in addition to financial support already committed in previous Access Agreements.

Type of award	Amount	For whom	Number available	CCCU Expenditure
Fee waivers (1)	£2000 in first year only	National Scholarship holders	616	£616,000
CCCU Max Bursaries (2) (entrants from 13/14 onwards)	£1000 per annum	Those from low income backgrounds (under £25k), paying fees of over £6,000 per annum and not eligible to receive a National Scholarship under CCCU criteria and, excluding those from low income backgrounds not qualifying for NSP but in receipt of Government educational support of £5,000 or more per annum (this is other than maintenance grants or loans).	Up to 711	£710,390
		(NSP Scholars meeting the above criteria will qualify in years 2 and 3)		
NSP linked bursaries (3)	£1000 in first year only	National Scholarship holders	616	£308,000
CCCU Partial Bursaries (4)	£500 per annum	Students from low income backgrounds (under £25k), paying fees of over £6,000 per annum not qualifying for a National Scholarship and not qualifying for Government	240	£120,000

		Maintenance Grants or Loans, and excluding those from low income backgrounds not qualifying for NSP but in receipt of other Government educational support of £5,000 or more per annum. Pro-rata for part time students paying fees of £4,500 per annum or more.		
Part Time New System Support fee waiver (12/13 entrants only)	£1000 per annum, pro-rata	Fee waiver for 2012/13 entrants who are paying more than £4,500 per annum and studying at more than 25%fte and excluding those from low income backgrounds not qualifying for NSP but in receipt of Government educational support of £5,000 or more per annum (this is other than maintenance grants or loans).	18	£3,510
Part Time New System Support Bursary (entrants from 13/14 onwards)	£1000 per annum, pro-rata	Max Bursary for entrants from 2013/14 onwards who are paying more than £4,500 per annum and studying at more than 25%fte, and excluding those from low income backgrounds not qualifying for NSP but in receipt of Government educational support of £5,000 or more per annum (this is other than maintenance grants or loans).	18	£3,510
Sports	Up to £1000 per annum	Elite sports performers from low income backgrounds	20	£20,000

Total fee waivers, bursaries and scholarships				£1,781,410
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(iii) The amounts of support and eligibility for new entrants

Name of award	Amount	Number of awards available	Eligibility criteria
National Scholarship	£3000 for year of entry only (to include £2000 fee waiver and £1000 cash bursary)	616	(i) Income backgrounds of £25,000 or less (ii) Within or projected to be within the top 25% of attainment in target schools and colleges (iii) Care leavers where fees are not paid by the Local Authority (iv) Part time students (pro-rata) who are paying more than £4,500 per year and studying more than 25% of a full time equivalent course and meet either of the above criteria will qualify for the fee waiver element only. Students must meet statutory criteria in addition to the above.
CCCU max bursaries for students from low income backgrounds of £25,000 or less not meeting CCCU National Scholarship criteria or receiving a National Scholarship because of the quota	£1000 per annum	710	(i) Income backgrounds of up to £25,000 (ii) Not in receipt of NSP (iii) Excluding those from low income backgrounds not qualifying for NSP but in receipt of Government educational support of £5,000 or more per annum (this is other than maintenance grants or loans). (iv) Part time students who

			are paying more than £4,500 per year and studying more than 25% of a full time equivalent course.
CCCU minimum bursaries	£500 per annum	240	<p>(i) Those from low income backgrounds (under £25k) not qualifying for a National Scholarship and not qualifying for Government Maintenance Grants or Loans</p> <p>(ii) Excluding those from low income backgrounds not qualifying for NSP but in receipt of Government educational support of £5,000 or more per annum (this is other than maintenance grants or loans).</p> <p>(iii) Part time students who are paying more than £4,500 per year and studying more than 25% of a full time equivalent course.</p>
Sports Scholarship	Up to £1000 per annum	Up to 20	<p>(i) Income backgrounds up to £42,600.</p> <p>(ii) Elite level sports performer as judged by CCCU Sports Scholarships panel.</p>

(iv) Financial Support for Continuing Students

Continuing students who started their programmes between 2006–07 and 2011–12 will remain on the state and institutional financial arrangements that were advertised when they applied, subject to annual inflationary increases as detailed in the relevant approved Access Agreements.

5. TARGETS AND MILESTONES (5 YEAR TARGETS WITH INTERIM MILESTONES)

Based on the assessment of our Access and Retention record as detailed in Section 3.2 above, we set out in this section our five year targets and annual milestones. These are clustered around the core reporting criteria of

1. Socio economic factors
2. Low Participating Neighbourhoods
3. Low income
4. Target groups to include ethnicity, gender, disability and care leavers
5. Completion rates

Given our strong record to date for widening access and student retention, most of the targets seek to maintain, and where possible to improve, this performance within a more challenging financial environment. Such targets may be especially challenging and stretching in relation to the access of those from lower socio economic backgrounds (NS SEC 4–7) and from Low Participating Neighbourhoods (LPNs), given the demographic decline in the number of young people (aged 18–21) in the population and the increased proportions of those young people in the higher socio-economic groups (NS SEC 1 and 2). Whilst continuing to monitor milestones around NS SEC, research into the reliability of these indicators as a measure of the impact of access activity suggests that the data fluctuates and therefore provides a less accurate reference point. This is partly due to various methods used in deriving a classification (self-selection) and interpretations of classification (interpreting a classification from job title, for example) which can be both inaccurate and inconsistent (Edgar, Smith and Thompson, 2008¹). CCCU places more confidence in the data derived around LPNS, particularly polar 1 and 2. As such, our key indicators of impact will focus on LPNs and this will be the key targeting tool for both collaborative as well as institution specific outreach work.

¹ Edgar, Smith and Thompson, *Report on Parent declared NS-SEC classifications for South East Aimhigher partnerships 2007–8*, (unpublished report, *South East Aimhigher Monitoring, Research and Evaluation Group, 2008*)

These targets and milestones are based on those submitted in the 2011/12 Access Agreement, and although there is some variation over and under the milestones, the trends are broadly in line with expectations. Where there is less progress, in each case this relates to greater variation than expected due to cohorts or changes in national policy priorities. Nonetheless, the details will be used to fine tune the targeting of outreach and retention activities. (See # in section 4.1) In line with the OFFA Guidance (April 2012/13, para 133), our targets are considered developmental and to be refined in the light of new factors such as the new fees regime, the inclusion of part-time students in the Access Agreement, the addition of more collaborative provision students and the impact of very sizable cohort of ITT students.

Target	Baseline from previous Access Agreement	Annual Milestones				
		2012/13	2013/14	2014/15	2015/16	2016/17
(i) ACCESS	2009/10					
Maintain, and slightly increase if possible, overall participation levels of NS SEC 4-7	39%	39.5%	40%	40.5%	40.5%	41%
Maintain, and slightly increase if possible, levels of recruitment from LPNs (using LPN – Young Participation Quintile)	37%	37.50%	38%	38.50%	38.50%	39%
Maintain, and slightly increase if possible, proportion of students from low income backgrounds (less than £25k)	35%	35%	35.50%	36%	36.50%	37%

Improve recruitment of young males into the professions (especially Primary Teaching and Health and Social Care)	29% of all CCCU students are male	30%	30%	31%	31%	32%
Maintain, and slightly increase if possible, strong recruitment of students from minority ethnic groups	14%	14%	14%	14.5%	14.5%	15%
Increase the proportion of disabled students (especially p/t in receipt of DSA)	11%	11.5%	11.5%	11.5%	12%	12%
Increase applications from 'care leavers'	22 in 2009/10	78	80	80	80	80

Target	Baseline	Annual Milestones				
(ii) RETENTION	2009/10	2012/13	2013/14	2014/15	2015/16	2016/17
Maintain annual student w/d level at less than 4% (Panning Office statistics, HESA withdrawals)	3.6%	<4%	<4%	<4%	<4%	<4%
Maintain part-time continuation rates after 2 years of entry (HESA Table T3e)	13.2%	13.2%	13.2%	13.2%	13.2%	13.2%

Combined targets from the collaborative KMPF project is to raise applications and subsequent conversions to higher education from within the 40 target schools and colleges in LPNs.

Outcome	Measure	Baseline	Target				Comments
		2011	2013	2014	2015	2016	
Increase UCAS applicant rate Maintain stable conversion rates as applicant volumes increase	UCAS applicants as % of students entering for GCE exams	59%	62%	64%	67%	69%	This will equate to an additional 186 applicants (using same number of GCE exam entrants)
Increase UCAS accepted applicant rate	UCAS accepted applicants as % of students entering for	41%	43%	45%	49%	52%	This will equate to an additional 162 accepted applicants

Outcome	Measure	Baseline 2011	Target				Comments
			2013	2014	2015	2016	
	GCE exams						(using same number of GCE exam entrants)

6. MONITORING AND EVALUATION

6.1 Monitoring and evaluating the measures set out in the Agreement (including collaborative work)

(i) Statistical measures will be monitored on an annual basis by the Planning Office as part of the analysis of the HESA return and HESA Performance Indicators.

(ii) The impact of CCCU work with target schools and colleges and with target students will be monitored regularly and reported each term by the Partnerships Office.

(iii) The Monitoring and Evaluation Manager of the ‘collaborative outreach partnership’ will report at least termly on progress with collaborative outreach work and targets.

(iv) Monitoring data will be collected in respect of all our initiatives and activities to enable effective evaluation of demonstrable impact. The outcomes will be used to ensure that the targeting of our outreach and retention work is as efficient and effective as possible.

(v) At a University level, the Widening Participation and Student Retention Sub-Committee of the Academic Planning Committee (a Committee of the Academic Board) will receive monitoring reports from the Director of Partnerships as a Standing Item on each agenda.

(vi) An annual monitoring report which includes progress in relation to the Widening Participation Strategic Assessment (WPSA) required by HEFCE and the Access Agreement will be received by the Senior Management Team and Widening Participation and Student Retention Sub-Committee.

6.2 Senior Persons and Bodies responsible for delivery of the Agreement

The Pro-Vice Chancellor (Partnerships) will be responsible for delivery of the Agreement – including oversight of the monitoring, evaluation and reporting requirements.

The Director of Partnerships will report to the Pro-Vice Chancellor (Partnerships) and be responsible for management of the delivery of the Agreement.

The Academic Board, a Committee of the Governing Body, and Chaired by the Vice Chancellor is responsible for ensuring delivery of the Access Agreement through the delegated work of the Academic Planning Committee (Chaired by the Pro-Vice Chancellor [Academic]) and the Widening Participation and Student Retention Sub-Committee (Chaired by the Pro-Vice Chancellor [Partnerships]).

6.3 Student representation on the responsible Committees

The President of the Students' Union is a member of Academic Board. There is also student representation on the Academic Planning Committee and the Widening Participation and Student Retention Sub-Committee.

The Students' Union has been consulted in the development of this Access Agreement and is supportive of the changes made to include a greater use of bursaries and increased funding for NSPs to support low income groups to access higher education.

7. PROVISION OF INFORMATION FOR PROSPECTIVE STUDENTS

7.1 CCCU Marketing Department will be responsible for publishing clear, accessible and timely information for applicants and students on the fees to be charged for our programmes and the financial support that is available to students in each year of their studies. The information will make clear that the National Scholarship is a one-off benefit in the year of entry and not a recurrent, annual award but they will be eligible for fee waivers, or cash bursaries, if they meet CCCU criteria, in Years 2 and 3.

7.2 The information will be provided to applicants and to students through CCCU web pages and through the Prospectus. This will be updated to reflect the changes.

7.3 CCCU will also provide timely information to UCAS and the Student Loans Company (SLC) to enable them to populate their applicant-facing and student-facing web pages.

7.4 CCCU will work with potential students and with the Students' Union in testing the clarity of the information we intend to publish.

8. IMPLICATIONS OF CHANGES TO THE AGREEMENT FOR EQUALITY AND DIVERSITY

The changes which convert fee waivers to bursaries (with the exception of fee waivers for National Scholarships) are intended to continue to promote equality of access for students from disadvantaged and diverse groups at the point at which they most need financial support in the early stages of their studies.

